

**THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE
CITY COUNCIL
July 23, 2012**

The regular meeting of the Holtville City Council was held on Monday, July 23, 2012 at 5:30 p.m. in the Civic Center. Council Members present were Jerry Brittsan, Mike Goodsell, Colleen Ludwig and David Bradshaw. Richard Layton was absent. Staff members present were Alex Meyerhoff, Nick Wells, Alex Silva and Glyn Snyder. City Treasurer Pete Mellinger, City Engineer Jack Holt, City Planner Justina Arce and City Attorney Steve Walker were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

Mr. Brittsan called the meeting to order at 5:30 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mr. Brittsan called the meeting to order at 6:08 p.m.

INVOCATION:

The invocation was led by Mr. Goodsell.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mr. Bradshaw.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

The City Clerk verified that the agenda was duly posted on July 20, 2012.

EXECUTIVE SESSION ANNOUNCEMENTS:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:

(Government Code Section 54956.9(b))

Willowbend LLC vs. City Of Holtville

No reportable action taken.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:

(Government Code Section 54956.9(c))

2 Matters Regarding Initiation of Litigation

No reportable action taken.

PUBLIC EMPLOYMENT

(Government Code Section 54957.6)

No reportable action taken.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

(Government Code Section 54956.9)

Property: APN# 045-040-043

APN# 045-500-020

Agency Negotiators: City Manager and City Attorney

Under Negotiation: Price and Terms of Payment

No reportable action taken.

Property: 585 Fern Avenue
Agency Negotiators: City Manager and City Attorney
Under Negotiation: Price and Terms of Payment
No reportable action taken.

Felipe Patino and Jesse Alba were recognized for receiving their EMT certifications.

PUBLIC COMMENTS:

Anastasia Miki came before Council to report that the remainder of the funds needed for the solar panels at the swimming pool was donated by the Imperial Irrigation District. She presented drawings of the proposed shade to Council and Staff.

CONSENT AGENDA:

- 1. Approval of Minutes Of The Regular Meeting Of June 25, 2012 And July 9, 2012**
- 2. Current Demands #30729 To # 30766**
- 3. CDBG Current Demand #2218**

A motion was made by Mr. Goodsell and seconded by Mr. Bradshaw to approve Consent Agenda items 1 through 3. The motion carried 4/0.

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUE:

Mr. Holt reported construction at the Water Treatment Plant is on schedule.

Mrs. Arce reported that Keithly Williams Seed has submitted their site plans. Mia Lehrer & Associates have submitted conceptual for amenities for the Alamo River Trail. There will be a Project Review Committee meeting the first week of August to discuss these items. Baja Desert Tire will be moving forward with their revised plans and Cal Trans has verbally approved their clearance.

Mr. Bradshaw reported there will be an ICTC meeting this Wednesday.

Mrs. Ludwig attended the Facility Use Permit meetings and an Animal Care meeting.

Mr. Goodsell also attended the Facility Use Permit meetings.

Mr. Silva said the generator for the Emergency Operation Center will be delivered and installed within the next two weeks. The Fire Department will be offering a CERT class in September. He reported the City has offered assistance to the City of Calipatria due to the recent flooding there. He reminded everyone that the Civic Center has been designated as the Cool Center for the community. There will be movies in Holt and Mack Parks during the month of August. The Fire Ball is scheduled for October 19th at the Barbara Worth Country Club.

Mr. Brittsan thanked the City Manager and the City Attorney for purchasing chairs for the Civic Center.

Mr. Meyerhoff presented the bicentennial book donated by Lynn Wilson, who was the Mayor in 1976. He and his wife Mary Anne were long time residents of Holtville and are retiring in Tucson, Arizona. They will be invited to a City Council meeting in the fall to receive a proclamation. The

book will be loaned to the library so that it may be shared with the community.

UNFINISHED BUSINESS:

4. Discussion/Related Action To Authorize City Staff To Issue A Request For Proposals To Prepare A Golf Cart And Neighborhood Electric Vehicle Plan – Alex Meyerhoff, City Manager

A motion was made by Mr. Bradshaw and seconded by Mr. Brittsan to authorize City Staff to issue a request for proposals to prepare a Golf Cart and Neighborhood Electric Vehicle Plan. All members present were in favor and the motion carried unanimously.

5. Discussion/Related Action To Revise The Facility Use Permit Guidelines – Alex Meyerhoff, City Manager

Mr. Brittsan expressed concerns regarding no food being allowed in the Gazebo and the use of generators being prohibited. He also said the statement stating “use of the City Hall/Civic Center being strictly limited” was too vague. A motion was made by Mr. Bradshaw and seconded by Mrs. Ludwig to table this item until the next meeting. All members present were in favor and the motion carried unanimously. The Facility Use Permit Committee will meet again before the next Council meeting.

Mr. Bradshaw said there should be signage placed in the park regarding renting the facility. He also questioned the number of lifeguards required for private parties. Three lifeguards are required for private parties.

6. Discussion/Related Action To Enter Into An Intergovernmental Agreement With The City Of Imperial For Building Plan Check And Inspection Services – Alex Meyerhoff, City Manager

A motion was made by Mrs. Ludwig and seconded by Mr. Brittsan to table this item until the next meeting. All members present were in favor and the motion carried unanimously. Mrs. Ludwig requested a comparison of the fees charged by the County and the City of Imperial.

7. Discussion/Related Action To Authorize Implementation Of Recommendations From The Animal Care Subcommittee – Alex Meyerhoff, City Manager

A motion was made by Mrs. Ludwig and seconded by Mr. Brittsan to table this item until the next meeting. All members present were in favor and the motion carried unanimously.

Laura Goodsell stated that she is not satisfied with the regulatory approach.

Elizabeth Enriquez Phillips said the community needs to be educated and the rules should be enforced. This is a public safety issue. She has been attacked by loose running dogs and now carries mace to protect herself.

NEW BUSINESS:

8. Discussion/Related Action Related To Authorize The Purchase Of A Ford 150 Truck For The Holtville Fire Department – Alex Silva, Fire Chief

A motion was made by Mr. Goodsell and seconded by Mr. Brittsan to authorize the purchase of a Ford 150 Truck for the Holtville Fire Department. The amount shall not exceed \$9,300. The

funds for this purchase is from the insurance company that covered the vehicle that was wrecked. All members present were in favor and the motion carried unanimously.

9. Discussion/Related Action To Adopt RESOLUTION 12-45 Regarding Microenterprise Loan Program – Alex Meyerhoff, City Manager

A motion was made by Mr. Bradshaw and seconded by Mrs. Ludwig to adopt Resolution 12-45 notifying the County of Imperial of its intent to participate in the County's CDBG Micro-Enterprise Loan Program. The motion carried 4/0 in the form of a roll call vote. Mr. Layton was absent.

10. Discussion/Related Action Authorizing Right Of Way Negotiations For Grape Avenue Phase I Improvements – Justina Arce, City Planner

A motion was made by Mrs. Ludwig and seconded by Mr. Goodsell authorizing right of way negotiations for Grape Avenue Phase I improvements. All members present were in favor and the motion carried unanimously.

11. Discussion/Related Action To Adopt RESOLUTION 12-47 Re-allocating Article 8(a) Surplus Funding To The Grape Avenue Phase I Project – Justina Arce, City Planner

A motion was made by Mr. Bradshaw and seconded by Mrs. Ludwig to adopt Resolution 12-47 re-allocating Article 8(a) surplus funding to the Grape Avenue Phase I Project. The motion carried 4/0 in the form of a roll call vote. Mr. Layton was absent.

12. Discussion/Related Action To Adopt RESOLUTION 12-48 Authorizing An Application For Funding Under The State-Local Partnership Program Under Prop 1B For The Grape Avenue Phase II Project And Committing LTA Funds For Same – Justina Arce, City Planner

A motion was made by Mr. Goodsell and seconded by Mr. Brittsan to adopt Resolution 12-48 authorizing an application for funding under the State-Local Partnership Program under Prop 1B for the Grape Avenue Phase II Project and committing LTA Funds for same. The motion carried 4/0 in the form of a roll call vote. Mr. Layton was absent.

Item #19 on the Supplemental Agenda was moved up.

19. Discussion/Related Action To Authorize The City Engineer To Advertise The Bid For SR 115 Bridge 58-007 – Justina Arce, City Planner

A motion was made by Mr. Bradshaw and seconded by Mr. Brittsan to authorize the City Engineer to advertise the bid for SR115 Bridge 58-007. All members present were in favor and the motion carried unanimously.

13. Discussion/Related Action To Approve Water Tank Change Orders Associated With Filter Leak – Jack Holt, City Engineer

A motion was made by Mrs. Ludwig and seconded by Mr. Bradshaw to approve water tank change orders associated with filter leak. All members present were in favor and the motion carried unanimously.

14. Discussion/Related Action To Designate A Voting Delegate And Alternate For The 2012 League Of California Cities Annual Conference – Alex Meyerhoff, City Manager

A motion was made by Mr. Goodsell and seconded by Mr. Brittsan to designate a voting

delegate and alternate for the 2012 League of California Cities Annual Conference. Mr. Brittsan volunteered for this position. An alternate was not chosen. All members present were in favor and the motion carried unanimously. It was discussed that all of the Council members attend the annual conference for one day. A van will be rented for the trip to San Diego.

15. Discussion/Related Action To Go Dark August 27, 2012 – Alex Meyerhoff, City Manager

A motion was made by Mr. Bradshaw and seconded by Mr. Goodsell to go dark August 27, 2012. All members present were in favor and the motion carried unanimously.

INFORMATION ONLY:

16. Information Only Regarding City Of Holtville Scholarship Program Sponsored By CR&R – Alex Meyerhoff, City Manager

Mrs. Ludwig suggested that the GPA minimum for the scholarship should be raised. Mr. Bradshaw stated that proof of acceptance and transcripts will not be available by the due date. Mr. Walker suggested that members of the committee contact other clubs who have already interviewed for scholarships to get ideas. This is an information only item and no action was taken.

17. Information Only Regarding Joint Power Agreement With Imperial County Regarding Abandoned Vehicle Abatement Service Authority 2002 – Alex Meyerhoff, City Manager

There were no objections to this program. Information only; no action taken.

18. City Manager Report – Alex Meyerhoff

- a. Finance Manager – Nick Wells
- b. Public Works Supervisor – Alex Chavez
- c. Water Works Supervisor – Frank Cornejo
- d. Fire Chief – Alex Silva

Staff Reports

Written reports were provided by the following: City Manager, Public Works Supervisor, Water Works Supervisor and Fire Chief.

Mr. Brittsan thanked the Fire Department for responding to his brother's call in April.

ADJOURNMENT:

There being no further business to come before Council, Mr. Brittsan adjourned the Regular Council meeting at 8:30 p.m.

Jerry M. Brittsan, Mayor

Glyn Snyder, City Clerk

**THE MINUTES OF THE REGULAR MEETING OF THE SUCCESSOR AGENCY TO THE
HOLTVILLE REDEVELOPMENT AGENCY**
July 23, 2012

The regular meeting of the Successor Agency to the Holtville Redevelopment Agency was held on Monday, July 23, 2012 in the Civic Center. Board Members present were Jerry Brittsan, Mike Goodsell, Colleen Ludwig and David Bradshaw. Richard Layton was absent. Staff members present were Alex Meyerhoff, Nick Wells, Alex Silva and Glyn Snyder. City Treasurer Pete Mellinger, City Engineer Jack Holt, City Planner Justina Arce and City Attorney Steve Walker were also present.

**SUCCESSOR AGENCY TO THE HOLTVILLE REDEVELOPMENT AGENCY MEETING
CALLED TO ORDER:**

Chairman Brittsan called the Successor Agency to the Holtville Redevelopment Agency meeting to order at 8:30 p.m.

CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION:

(Government Code Section 54956.9(a))

Holtville Unified School District vs. Holtville Redevelopment Agency

No reportable action taken.

EXECUTIVE SESSION ANNOUNCEMENTS:

PUBLIC COMMENTS:

None

CONSENT AGENDA:

- 1. Approval of Minutes Of The Regular Meeting Of June 25, 2012 And July 9, 2012**
- 2. Current Demand #1709**

A motion was made by Mr. Goodsell and seconded by Mr. Bradshaw to approve Consent Agenda items 1 and 2. The motion carried 4/0.

NEW BUSINESS:

- 3. Discussion/Related Action To Authorize The Executive Director To Procure A Revised Construction Cost Estimate For Construction Of The Public Safety Building – Alex Meyerhoff, City Manager**

A motion was made by Mr. Bradshaw and seconded by Mrs. Ludwig to authorize the Executive Director to procure a revised construction cost estimate for construction of the Public Safety Building. All members present were in favor and the motion carried unanimously.

ADJOURNMENT:

There being no further business to come before the Board, Chairman Brittsan adjourned the Regular Meeting of the Successor Agency to the Holtville Redevelopment Agency at 8:35 p.m.

Jerry M. Brittsan, Chairman

Glyn Snyder, Secretary